



Handloom Export Promotion Council

(Under the aegis of Development Commissioner - Handlooms,
Ministry of Textiles, and Government of India)

Vacancy Notification No. 1005 dated 29.05.2024

HEPC INVITES APPLICATIONS FOR THE POST OF DEPUTY DIRECTOR ON CONTRACT BASIS

Handloom Export Promotion Council (HEPC) has an opening for the post of Deputy Director at its regional office in New Delhi. HEPC, an autonomous institution under the aegis of Development Commissioner (Handlooms), Ministry of Textiles, and Government of India. HEPC was incorporated in 1965. It is one of the oldest trade promotion councils with offices across country and is the nodal agency to promote exports of handlooms from India. HEPC offers technical assistance and market information to its members and seeks to expand existing markets as well as open new markets for Indian Handlooms which is one of the important export items of India.

Job Profile

HEPC is the important Export Promotion Council in India. The incumbent will report to the Executive Director and be responsible for executing policies and programs of the Council as laid down by the Executive Committee of the Council. The incumbent will lead a team of professionals in New Delhi, Regional Office of HEPC and ensure that the Administration and Governance norms of the highest standards are maintained. The incumbent will assist the Executive Director in designing strategies to increase India's global footprint in handloom exports. Liaising with Government of India more particularly Ministries of Textiles, Commerce, Finance and State Governments are all part of the job. The incumbent is also expected to liaise with other stakeholders, associations connected to textiles industry for faster integrated growth of the handloom sector. Good communication skills to represent the Council successfully in Domestic and International forums is critical.

Educational qualification

Graduate preferably in Textiles / Commerce / Economics with MBA

Experience

Work experience minimum of 15 years with Business Administration / Textiles exports. 5 years' experience in Textiles and Handloom Textiles Industries is must. Good connection with Government and demonstrated skills in Networking with Central and State Governments at medium to high levels of administration would be added asset. Knowledge in computers skills like Microsoft Office Suite, Presentation Software is must.

- ✚ Applicant should be minimum of 40 years and maximum of 50 years as on 01.05.2024.
- ✚ Preferences is given to the candidate with work experience in other export promotion councils.
- ✚ Mandatory: Knowledge in Hindi

Salary: Rs. 12 lakhs per Annum and other Perquisites will be according to eligibility

How to Apply: Interested candidates may send their applications along with updated resume and recent passport size photograph within 15 days from the release of this advertisement to:

The Executive Director, #34, cathedral Garden Street, Nungambakkam, Chennai-34, Tamilnadu.

Or Email at: ed@hepcindia.com / hepc@hepcindia.com